

Approved For Release 2002/05/02 : CIA-RDP78-06096A000100020012-6  
UNITED STATES GOVERNMENT

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# Memorandum

CONFIDENTIAL

TO : Director of Training

DATE: 6 July 1965

FROM : Chief, Intelligence School

SUBJECT: Weekly Activities Report No. 17  
29 June - 5 July 1965

Nothing additional to report.

25X1A

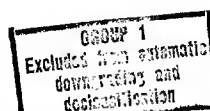


Attachment: Reports

DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS. ☐  
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NEXT REVIEW DATE: *2012*  
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DATE: *26-1-82* REVIEWER: *006199*

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# Memorandum

TO : Chief, Intelligence School

DATE: 6 July 1965

FROM : Chief, Intelligence Production Faculty

SUBJECT: Weekly Activities Report No. 17  
28 June - 2 July 1965

1. Intelligence Production Course No. 13 started on 6 July with 11 students--six women and five men. The students were bright and alert after their six-week stay in the country, but they groaned in unison when faced with our usual opening day leveler--the review examination. The faculty is looking forward to this course because of the small size of the group. For the first time in several years the class is of a size to fit the average size classrooms and conference rooms that are available to us. Our next problem will be to explain to the DD/I Offices that this group is small, not because of any decreased interest in the DDI, but because the parent class was small.

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2. [ ] has made arrangements with [ ] who is on the staff of the USIB Committee on Documentation (CODIB), to accompany members of his staff and of CODIB next week on a visit to the Air Force's Foreign Technology Division, Dayton, Ohio. FTD is a very large scientific and technical intelligence research organization with offices in various parts of the US and in some foreign countries. There will also be a visit to FTD's Project [ ] The information obtained from this visit will be incorporated in the revision of Volume I of the Intelligence Research Facilities and Techniques text.

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3. [ ] a member of the DAD's staff in OCR, called [ ] to discuss a staff study he is doing on the knowledge and skill requirements for personnel in Project CHIVE which is to go into large scale experimental operation this fall. He will meet with [ ] on Tuesday to discuss methods of obtaining data and for presenting his findings.

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4. [ ] is away on a short tour of Europe with his son, and [ ] are also on annual leave.

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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TO : Chief, Intelligence School

DATE: 6 July 1965

FROM : Chief, Orientation Faculty

SUBJECT: Weekly Activities Report No. 17  
28 June - 2 July 19651. CT Orientation

We are in the final stage of preparation of the two-week, 12-23 July CT schedule. The delay is occasioned by the possibility of securing Mr. Kirkpatrick to address the CT's, as well as the 19-22 July seminar for those selected to attend the Senior Service Schools. The CT schedule is sufficiently flexible to permit Mr. Kirkpatrick's appearance whenever it is convenient for him.

Considerable revision of the materials in student kits is being completed.

2. CIA Briefing at NSA

25X1A The second high-level CIA briefing for NSA took place on Wednesday, 30 June 1965, at Fort Meade in the NSA auditorium. [redacted] USN, Deputy Director of NPIC, discussed the activities of NPIC to an audience of some 250 and Dr. R. Jack Smith, Director of OCI, explained to an equally large audience of senior NSA personnel the Collection and Production Responsibilities of the DDI. Both speakers had lunch with General Carter, Director of NSA, and [redacted] Deputy Director of NSA. Although the NSA listeners seemed well-impressed with the substantive briefings, there were very few questions asked. This was also the case when Mr. Lyman Kirkpatrick spoke at the first CIA briefing a week before. Apparently the NSA personnel are somewhat cellular in their organization and hence do not ask questions as readily as is done in CIA.

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*B* New difficulties with regard to scheduling the third CIA briefing this week by Dr. Wheelon and his senior officials on the DDS&T functions have been tentatively resolved by suggesting to NSA that Dr. Wheelon, who has

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expressed a direct interest in giving the briefing be post-poned to Wednesday, 28 July 1965. The CIA Liaison Office [ ] will be taking this up with General Carter [ ] to get their approval for this suggested re-scheduling. This would mean a one-week gap in the briefing schedule, but would at least retain all the originally requested topics.

3. Special Briefings

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a. On 28 June, [ ] briefed 98 new personnel in the Headquarters auditorium. Most of the 98 EOD's - all but 16 - were summer employees.

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b. On 30 June, [ ] briefed approximately 75 students and instructors from the National Interdepartmental Seminar. The 66 students in the group represented State, Defense, AID, USIA and CIA. The briefing was in the Headquarters auditorium.

4. Special TSD Tutorial

A special tutorial has been arranged for 10-12 August to accomodate four TSD personnel who are scheduled for the Ops Fam Course in September. They will be unable to take the next regular Intelligence Orientation Course that month.

5. Personnel Note

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[ ] received formal notice last week of his promotion to Major in the Military Police Corps., U.S. Army Reserve.

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# Memorandum

TO : Chief/Intelligence School

DATE: 6 July 1965

FROM : Chief/Management Training Faculty

SUBJECT: Weekly Activities Report No. 17  
28 June - 2 July 1965

## STATUS REPORT

During this reporting period we completed a status report on the Managerial Grid in the Agency. It is, in effect, a newsletter for those who have taken Grid Seminars and will be sent out to all who have participated in the Seminars run to date.

## WHAT IS THE GRID?

We note with satisfaction the appearance in the OTR Bulletin of our article briefly explaining the Grid. We hope that it will answer the questions which many are asking.

## LIBRARY INVENTORY

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[ ] has conducted an inventory of the books and periodicals in our management library and initiated a system for a cross index of noteworthy articles and cases in periodicals to which we subscribe.

## ANNUAL LEAVE

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[ ] will be on annual leave during the period 6 - 16 July.

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# Memorandum

TO : Chief, Intelligence School

DATE: 2 July 1965

FROM : Chief, Clerical Training

SUBJECT: Weekly Activities Report, No. 17  
28 June - 2 July 1965

1. Number in Clerical Induction Training: During the week of 21 - 25 June 1965, there were 52 trainees in Clerical Induction Training; of these 40 entered classes for the first time.

2. Number in Clerical Orientation Training: During the week of 21 - 25 June 1965, there were 12 trainees in Clerical Orientation Training.

3. Results of Official Agency Testing Administered in Clerical Induction: Results of the tests administered to the entrance-on-duty employees for the week of 21 - 25 June 1965 were as follows:

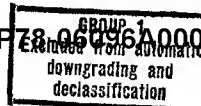
	<u>Tested</u>	<u>Passed</u>
Typewriting	46	14
Shorthand	26	5

4. Results of Official Agency Testing Administered to Applicants: The results of the tests administered to the clerical applicants for the week of 21 - 25 June 1965 were as follows:

	<u>Tested</u>	<u>Passed</u>
SET	51	
Typewriting	29	4
Shorthand	4	0
Card Punch Operator		
Aptitude Test	0	

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Weekly Activities Report, No. 17  
28 June - 2 July 1965

5. Results of Official Agency Testing Administered by Clerical Refresher: The results of the tests administered to on-the-job Agency employees on 28 and 29 June 1965 were as follows:

	<u>Tested</u>	<u>Passed</u>
Typewriting	6	3
Shorthand	7	0

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